

Board Agenda Item
March 10, 2004

PRESENTATION - 1

Laurel Hill Adaptive Reuse Citizens Task Force

There are two areas at Laurel Hill that were identified in the Comprehensive Plan for adaptive reuse. Planning associated with reuse of these two areas, referred to as the Occoquan Facility and the Central/Maximum Facility, is being accomplished by the Laurel Hill Adaptive Reuse Citizens Task Force (Reuse Task Force). The Chairman of the Reuse Task Force, Mr. Tim Sargeant, will attend the Park Authority's Board Meeting on March 10 to provide an overview of their planning activities and draft recommendations pertaining to the Central/Maximum Facility.

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning and Development Division

Marianne Gardner, Department of Planning and Zoning

John Pitts, Manager, Special Projects Branch

Kelly Davis, Project Manager

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ADMINISTRATIVE - 1

Adoption of Minutes - February 25, 2004, Park Authority Board Meeting

ISSUE:

Approval of the minutes of the February 25, 2004, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends Park Authority Board approval of the minutes of the February 25, 2004, Park Authority Board meeting.

TIMING:

Board action is requested on March 10, 2004.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the February 25, 2004, Park Authority Board meeting

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Barbara J. Gorski, Administrative Assistant

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ADMINISTRATIVE - 2

Resolution - Recognition of Cathy Riley-Hall as the Recipient of the 2003 Donald F. Early Award at Ellanor C. Lawrence Park (Sully District)

ISSUE:

Approval of a Resolution expressing appreciation to Cathy Riley-Hall as the recipient of Ellanor C. Lawrence Park's highest volunteer award, the 2003 Donald F. Early Award for Volunteer Achievement.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board approve the Resolution recognizing Cathy Riley-Hall as the recipient of Ellanor C. Lawrence Park's 2003 Donald F. Early Award.

TIMING:

Board action is requested on March 10, 2004.

BACKGROUND:

Cathy Riley-Hall began volunteering at Ellanor C. Lawrence Park in September 1983. Over the last 20 years, Cathy has staffed Walney Visitor Center as a Volunteer on Duty, ran numerous programs and worked at site and division special events. Cathy's take-charge personality and engaging manner combined with a sly sense of humor has allowed her to effectively run programs and facilities while providing educational and recreational experiences to thousands of park visitors. Cathy exemplifies the enthusiasm, dedication, commitment and community service that make the Park Authority's volunteers essential in fulfilling the agency's mission. In recognition of her contribution, Cathy is the 2003 recipient of the Donald F. Early Award.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

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STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Cindy Messinger, Interim Director, Resource Management Division

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ACTION - 1

Approval to Apply for a Virginia Recreational Trails Fund Grant for Riverbend Park Trail Restoration (Dranesville District)

ISSUE:

Approval to apply for a grant from the Virginia Recreational Trails Fund Program in the amount of \$27,700 for Riverbend Park trail restoration and a Resolution of Support.

RECOMMENDATION:

The Park Authority Director recommends approval of a grant application in the amount of \$27,700 to the Virginia Recreational Trails Fund Program and a Resolution of Support.

TIMING:

Board action is requested on March 10, 2004. The submission deadline for this grant application was March 1, 2004. If the Board does not approve the submission of the application, it will be withdrawn.

BACKGROUND:

The Virginia Recreational Trails Fund Program is a grant program established for the purpose of providing and maintaining recreational trails and trail-related facilities. Funded through the Federal Highway Administration, the program is administered by the Virginia Department of Conservation and Recreation.

In the past, the Fairfax County Park Authority has received a total of \$195,820 in grant awards from the Virginia Recreational Trails Fund Program. The most recent grant award was received in 2003 for the installation of signage along the Cross County Trail.

This project will restore a 2,250 foot section of the Potomac Heritage National Scenic Trail along the shoreline of the Potomac River. This section of trail is the only path directly linking Riverbend Park with Great Falls National Park, and is used by many of the 700,000 visitors that visit the two sites annually. The project will cover the current natural alluvial soils with a highly porous natural surface, elevating the trail sufficiently to keep users out of the mud, provide a stable base for horses, bikers and walkers, and at the same time provide protection for tree roots that are currently exposed and battered.

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As part of the application package, a Resolution of Support for the project is required from the Fairfax County Park Authority.

FISCAL IMPACT:

The total projected cost of the project is \$37,200. Funding in the amount of \$27,700 is being requested as a grant from the Virginia Department of Conservation and Recreation. Match will be provided in the amount of \$9,500 from staff costs associated with the project. This is a reimbursable program, and the Park Authority must demonstrate ability to fund the entire cost of the project. Initial funding for the project will come from Project 004534, Park Contingency in Fund 371, Park Capital Improvement Fund. Upon reimbursement of funds, they will be appropriated to Project 004534, Park Contingency in Fund 371, Park Capital Improvement Fund.

ENCLOSED DOCUMENTS:

Attachment 1: Resolution of Support

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Cindy Messinger, Interim Director, Resource Management Division

Eugene Biglin, Site Operations Manager, RMD

Marty Smith, Manager, Riverbend Park

Jan Boothby, Grants Coordinator

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ACTION - 2

Approval - Proposed 2004 Fee Adjustments to the Park Authority's Published Fee Schedule

ISSUE:

Approval of recommended fee adjustments to the published fee schedule for 2004.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board approve the proposed fee adjustments to the published fee schedule as advertised. **(This item was reviewed by the Park Services Committee on March 3, 2004 and approved for submission to the Park Authority Board.)**

TIMING:

Immediate. Fee changes take effect April 1, 2004.

BACKGROUND:

Park Authority staff reviews fees annually to ensure that the agency remains on target to meet financial goals established by the Park Authority Board. As a result of the staff review done during the fall of 2003, a number of fees were proposed for modification or addition to the published fee schedule. The Board authorized public notification of the proposed fee adjustments and a date for a public comment meeting at the January 14, 2004 Board meeting.

Public notification of the fee proposal and public comment meeting included: distribution of press releases to news organizations, advertisement and distribution of the fee proposal at park sites and on the Park Authority's web site. Public comments were solicited in writing via letter, fax and e-mail between January 19, 2004 and February 17, 2004. A public comment meeting was held at the Herrity Building on February 4, 2004.

Comments received during the public comment period are included in Attachment 2. A comment summary is as follows.

Three speakers attended the public comment meeting. Two speakers from the Pine Ridge Park Association spoke in opposition to the proposed garden plot fee increase,

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recommending a more gradual increase over two years. One speaker voiced opposition to the proposed admission fee increases at RECenters.

Over the course of the 30-day comment period, written comments were received from two of those attending the fee comment meeting and an additional 12 others. Topics included:

- Garden plot fees - five of those who sent in comments expressed opposition to the staff proposal for garden plot fee adjustments.
- Golf - four addressed the golf fee proposal with three opposing increases to greens fees in general and one expressing opposition to the Twin Lakes greens fee proposal in particular.
- RECenters - one wrote in opposition to the RECenter admission fee proposal and another advocated establishing a RECenter admission discount for handicapped residents.
- Mini golf - one comment was received advocating a decrease in mini golf fees.
- Riverbend boat launch - one comment advocated an alternate season's pass proposal.
- Campground - one comment addressed opposition to the campground fee proposal.
- Miscellaneous - one comment was received that opposed equalization of fees for county residents and non-residents.

The Board should also note that during the course of the public comment period, Financial Management requested implementation of a generally accepted accounting principle (GAAP) relating to deferred revenue. This procedure recommends establishment of an expiration date on all fixed visit passes, including RECenter Discount Fast Passes, golf multi-round passes and 25 admission passes at Wakefield Skate Park in order to minimize deferred revenue liability. Implementation of this procedure, in essence, re-establishes an administrative requirement that had been in effect previously. Fixed visit passes had two-year expiration dates in the past, which were eliminated when pass sales were automated. Implementation of the GAAP is recommended to coincide with the update of the fee schedule in order to minimize public confusion.

Adoption of the fee proposal in its entirety is recommended. Collectively, the proposed adjustments play an important role in the Park Authority's ability to meet financial goals established by the Board.

FISCAL IMPACT:

Approval of the fee proposal recommendation is projected to generate approximately \$229,279 in additional revenue in FY 2004 and \$730,891 in FY 2005.

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ENCLOSED DOCUMENTS:

Attachment 1: Proposed Fee Adjustments FY2004

Attachment 2: Public Comments on Proposed Fee Adjustments FY2004

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Charlie Bittenbring, Acting Director, Park Services Division

Cindy Messinger, Interim Director, Resource Management Division

Gene Biglin, Operations Manager, Resource Management Division

Peter Furey, Manager, Golf Enterprises/Recreation Parks, Park Services Division

Steve Lewis, Manager, Business Office, Park Services Division

Nick Duray, Manager, Marketing Research and Planning, Park Services Division

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ACTION - 3

Scope Approval - Critical Maintenance Improvements at R. E. Lee RECenter (Lee District)

ISSUE:

Approval of the project scope to design and construct critical maintenance improvements to the mechanical and plumbing systems and related work at the R.E. Lee RECenter.

RECOMMENDATION:

The Park Authority Director recommends Park Authority Board approval of the project scope to design and construct critical maintenance improvements to the mechanical and plumbing systems and related work at R.E. Lee RECenter. **(This item was reviewed by the Planning and Development Committee on March 4, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on March 10, 2004, to maintain the project schedule.

BACKGROUND:

On September 10, 2003, the Park Authority Board approved the Planning and Development Division's FY 2004-05 Annual Work Plan, which included a project to scope, design and construct critical maintenance improvements at Lee RECenter. On February 11, 2004, the Park Authority Board approved proceeding with the design and construction of critical maintenance improvements needed at the Lee RECenter and identifying funding sources for the project at the time of contract award.

A project team was assembled to establish a prioritized list of critical maintenance improvements needed for the Lee RECenter. The team included representatives from Park Services Division, Park Operations Division and the Planning and Development Division. With the assistance of a consultant (Shaffer, Wilson, Sarver & Gray), the project team evaluated and prioritized the mechanical and plumbing system needs, as well as other related improvements which critically effect the daily operation of the center. The joint recommendations of the team and the consultant were documented in a report, which includes a prioritized list of the identified critical operational deficiencies and a recommendation for the minimum scope of work.

The following is a comprehensive summary of the critical improvements identified in the consultant report and recommended by the project team.

A. Fitness Center and Natatorium

1. Replacement of the west cooling tower and steel platform
2. Replacement of Air Handling Unit #4
3. Replacement of Energy Recovery Unit #2 heating coil
4. Replacement of the spa piping as required to eliminate water leaks
5. Replacement of Air Handling Unit #3 with two separate units
6. Addition of two exhaust fans in the natatorium
7. Repairs to the economizer controls for all rooftop units serving the fitness center
8. Replacement of the economizer controls of Rooftop Units #6 and #8 and the associated addition of a supplemental direct expansion unit for the weight room
9. Repairs to the rooftop fan support frames of Energy Recovery Units #1 and #2

B. Gymnasium

1. Replacement of the east cooling tower including sandblasting and repainting of the steel support platform
2. Refurbish Air Handling Unit #1, replacement of the economizer controls and dampers, and replacement of Supply Fan #1
3. Installation of a mop basin and associated plumbing in the boiler room

The scope cost estimate to design and construct the critical maintenance improvements is \$500,000, as detailed in Attachment 1. The proposed work will be performed during the general pool maintenance shutdown currently scheduled for August 2004. It is estimated that the pool and spa area will need to be shutdown for approximately four weeks to replace the spa piping and perform the general pool maintenance work planned by operational staff. At this time, the consultant has indicated that the remaining mechanical system work can be accomplished with minimal disruption to the operation of the facility. It is anticipated that all of the specified improvements will be completed by December 2004.

FISCAL IMPACT:

Based on the scope cost estimate, funding in the amount of \$500,000 is necessary for this project. Funding is currently available in the amount of \$500,000 in Project 475098, Natural and Cultural Resource Facilities, Detail 660, Lee District RECenter Improvements, Fund 370, Park Authority Bond Construction, as a result of the Park Authority Board approval to proceed with the design and construction of critical maintenance improvements at Lee RECenter.

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ENCLOSED DOCUMENTS:

Attachment 1: Scope Cost Estimate

Attachment 2: Development Project Fact Sheet

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Charlie Bittenbring, Acting Director, Park Services Division

Cindy Walsh, Manager, Site Operations Section

Brian Daly, Director, Park Operations Division

Ron Pearson, Supervisor, Facilities Support Section

Lynn S. Tadlock, Director, Planning and Development Division

Ted Zavora, Manager, Financial Planning Branch

John Lehman, Manager, Project Management Branch

Deb Garriss, Supervisor, Project Management Branch

Don Sotirchos, Project Manager, Project Management Branch

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ACTION - 4

Approval - Northern Virginia Regional Park Authority License Agreement for Clarks Crossing Park (Hunter Mill District)

ISSUE:

Approval of a License Agreement with Northern Virginia Regional Park Authority (NVRPA).

RECOMMENDATION:

The Park Authority Director recommends Park Authority Board approval of a License Agreement with NVRPA to obtain permission to construct a 15 space asphalt parking lot on NVRPA property and for continued permission to crossing the Washington & Old Dominion Trail for the purpose of maintaining the soccer fields in Clarks Crossing Park.

TIMING:

Board action is requested on March 10, 2004, to maintain the project schedule.

BACKGROUND:

The Clarks Crossing Park Parking Lot project includes widening Clarks Crossing Road, providing curb and gutter, a cul-de-sac and constructing a 15 car asphalt parking lot on NVRPA property (Washington & Old Dominion Trail Park). To construct the asphalt parking lot requires a License from NVRPA for the use of its property. The proposed License Agreement grants the Park Authority permission to construct the asphalt parking lot and to continue crossing the Washington & Old Dominion Trail for the purpose of maintaining the soccer fields in Clarks Crossing Park. The term of the Agreement will be forty (40) years with automatic ten (10) year renewals for up to 90 years.

The License Agreement has been reviewed and approved by the County Attorney and the NVRPA, and was concurred with by Ms. Minton, the former Park Authority representative from the Hunter Mill District.

FISCAL IMPACT:

None

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ENCLOSED DOCUMENTS:

Attachment 1: NVRPA License Agreement

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Elizabeth Teare, Assistant County Attorney

Brian Daly, Director, Park Operations Division

Lynn S. Tadlock, Director, Planning & Development Division

John Lehman, Manager, Project Management Branch

Chris Hoppe, Section Supervisor, Project Management Branch

Rich Fruehauf, Project Manager, Project Management Branch

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ACTION - 5

Authorization to Schedule a Public Hearing on the Lee High Park Master Plan Amendment (Lee District)

ISSUE:

Authorization to schedule a public hearing regarding the Lee High Park Master Plan Amendment to add lighting for an existing 60' diamond field.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board authorize scheduling a public hearing for the Lee High Park Master Plan Amendment that proposes to amend the existing master plan to add lighting for an existing 60' diamond field. **(This item was reviewed by the Planning and Development Committee on March 3, 2004, and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on March 10, 2004, in order to maintain the project schedule.

BACKGROUND:

The Lee High Park Master Plan Amendment is on the FY 2003 - FY 2004 Work Plan. The project team consisting of representatives from Planning and Development Divisions, Park Operations and Fairfax County Public Schools (FCPS) collaborated with the Landscape Architect consultant, on the development of the master plan amendment. The Task Force and the project team believe the draft Conceptual Development Plan addresses the identified purpose for amending the Master Plan.

A public hearing must be held in order to receive public input on the draft Master Plan Amendment. The public hearing is tentatively scheduled for April 12, 2004.

FISCAL IMPACT:

Staff salaries to complete this planning project will be from the General Fund 001 budget. FCPS is funding the master plan amendment through an open-end landscape architectural consultant contract, and will also fund the design and construction associated with the lighting improvements.

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ENCLOSED DOCUMENTS:

Attachment 1: "Draft" Lee High Park Master Plan Amendment

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning and Development Division

Kirk Holley, Manager, Park Planning Branch

Sandy Stallman, Long Range Planner

David Watkins, Fairfax County Public Schools

INFORMATION - 1

Status Report on the Enterprise Fund Initiative and Net Revenue Initiative Programs

In July 2001, the Park Authority introduced two new fund initiatives - the Enterprise Fund Initiative and the Net Revenue Initiative - to reward creative ideas from staff to foster new projects and expand successful existing programs.

Enterprise Fund Initiative Program

The Enterprise Fund Initiative Program (EFI) was established to provide an opportunity for Park Authority staff to use their talents to develop new revenue fund programs that were not anticipated during the regular annual budget process. To get the new programs started, \$200,000 was earmarked as seed money for initial funding support. Any agency unit or employee is eligible to submit an EFI proposal. To receive initial funding, the new program is expected to recover all seed funding and produce net revenue funds within a two year period from the start of the program. Any project that produces 15 percent more revenue than the initial investment cost will receive a Fund 170 operating budget bonus to the successful section or site. If met within the first twelve months of the initiative, the bonus is 55 percent of the net revenue; after twelve months, the bonus is 45 percent, up to a maximum of \$50,000. Enterprise Fund Initiative proposals are reviewed by a selection committee composed of division directors and staff with final approval by the Park Authority director.

Since its inception, two new revenue projects have been funded through the EFI Program.

- Providence RECenter requested \$18,000 in seed money to institute a new Pilates exercise program. They were successful in recouping the initial investment plus 15 percent net revenue within 12 months from the beginning of the new program and received a bonus of \$4,042 for the site.
- Audrey Moore RECenter requested \$30,000 in seed money to convert an underutilized concession stand to a satellite classroom. They were successful in recouping the initial investment plus 15 percent net revenue within 12 months and received a bonus of \$8,970 for the site.

Net Revenue Initiative Program

The Net Revenue Initiative Program (NRI) was established to reward Park Authority Fund 170 divisions or units that exceed their annual revenue goals for existing programs with a financial bonus. The NRI guidelines stipulate that any division or unit may opt to participate in the program at the beginning of the fiscal year. For every

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additional dollar in net revenue produced by the division or unit beyond its annual revenue target, the division or unit will receive a Fund 170 operating budget bonus of 50 percent of the additional revenue in the succeeding fiscal year, up to a maximum annual bonus of \$50,000.

To date, no division or unit has opted to participate in the NRI Program.

Conclusions

It appears that the Enterprise Fund Initiative Program has been well received by Park Authority staff and that participation in the program will increase as word spreads about the financial incentives associated with the program.

The lack of participation in the Net Revenue Initiative Program may result from some confusion about the differences between the two initiatives. An increased effort to promote the program and its potential financial reward to divisions or units in the Park Authority should result in some Fund 170 divisions/units opting to participate in the future.

Both programs encourage creative and innovative thinking, provide rewards for good ideas and production, and generate mission-appropriate and service-oriented programs for the public.

ENCLOSED DOCUMENTS:

None

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Jan C. Boothby, Grants Coordinator

INFORMATION - 2

Hunter/Hacor General Management Plan Update (Sully District)

The Park Authority's recently approved Natural Resource Management Plan recommends added emphasis on natural resource management as part of the agency's land use planning process. Given the wealth of natural resources that exist within the Hunter/Hacor assemblage and parklands in western Fairfax County, the ongoing General Management Plan (GMP) process offers an excellent opportunity to implement certain Resource Management Plan recommendations. The following discussion outlines the rationale for and details of a revised planning approach.

During the ongoing planning effort for the Hunter Hacor assemblage, it has become evident to the project team that in order to provide a thorough analysis of and appropriate land use recommendations for this assemblage, a broader and more in depth regional context review is necessary. Given the natural resource focus of planning efforts, a context appropriate to natural resource issues is needed. The project team believes that the best context for this purpose is the watershed that contains the assemblage. The Hunter/Hacor assemblage is located within two watersheds, Cub Run and Bull Run. These watersheds would provide a strong framework and basis for our park planning efforts.

In a very similar planning activity, the Department of Public Works and Environmental Services (DPW&ES) is currently developing Watershed Management Plans for several watersheds within the county. Planning for the Cub Run and Bull Run watersheds has started and could provide the opportunity to incorporate our planning efforts with those already underway by DPW&ES. The concept would be to produce a GMP that not only achieves park objectives for land use and resource management, but one that is in direct concert with, and rooted in, similar county watershed management objectives. In turn, the Park Authority can provide the county with valuable input on future park planning concerns and goals. This dual effort, encompassing a broader context, will yield additional information and analysis which impacts the ultimate development, preservation, and management of not only parkland, but on other county and private lands as well.

To accomplish these park development and management goals, the project study area would be enlarged both north and south of the existing assemblage area. To the north would be added those landholdings north of Quinn Farm Park – Upper Cub Run Stream Valley including the adjacent parks of Cub Run RECenter and Dick Jones Park/Golf Course. Additional land areas south of the main assemblage would include the 238-

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acre Horne property which provides connectivity from the assemblage to Manassas Battlefield Park (NPS), a 97-acre parcel transferred from the County Board of Supervisors in 2001 and another 123-acre parcel proposed for Board of Supervisors' transfer this year. All of these parcels, to the north and south, are contiguous to those already identified and greatly contribute to the green infrastructure in this area of the county. Combined, these parks represent a substantial contribution to, and influence on, the total land area of the two watersheds which underlay the general management plan. In total, this project area represents a land area which approximates one-third of the Cub Run Watershed and all of Bull Run Watershed located in Fairfax County. It should be noted that although the exact delineation of this study area has not been established it would generally include other existing parklands contiguous to recent park acquisition. All of these parcels can be seen in Attachment I.

While inventories and analyses have been completed for many of these lands, additional Natural Resource Inventories (NRI) and archaeological surveys need to be conducted. Regional Natural and Cultural Resource Management Plans (NCRMP) would also be appropriate to accomplish a resource stewardship approach for these parklands. Given the change in context and focus of planning efforts, the limited title of "Hunter/Hacor" now seems inappropriate. One possible title, "Sully Woodlands", would capture the idea of a broader, preservation based context. It is envisioned that this "Sully Woodlands" area would act as an overlay for park management purposes and that the NCRMP concepts would be integrated into the GMP instead of creating it as a stand alone management document.

Related planning issues also support incorporating these other parklands into the GMP assemblage. First, the road planning efforts for the Tri-County Parkway potentially impact the Horne property by splitting it in half, greatly diminishing our goal of linking county parks to national parkland. Analyzing this impact at this juncture will enable us to explore options concurrent with road planning efforts. Secondly, the approval of a staff position at the Cub Run RECenter enables the initiation of planning and programming activities for the assemblage. Finally, reviewing transportation issues and other park development concerns would be timely to upcoming reviews of the County Area Plans.

Unless otherwise directed, staff will work with DPW&ES to determine the details of how this combined planning concept could be implemented. However, GMP approval would be delayed until after the watershed plan is complete. The current watershed management plan schedule is included for reference as Attachment II. In addition, given the change in context and focus of planning efforts, the title "Hunter/Hacor" will be replaced with "Sully Woodlands".

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FISCAL IMPACT:

The specific amount of funding necessary to accomplish this revised planning approach has not yet been determined. Funding in the amount of \$102,930 remains available in Project 474198, Athletic Fields, in Fund 370, Park Authority Bond Construction and \$23,335 remains available in Project 004750, Park Proffers in Fund 371, Park Capital Improvement Fund, for a total of \$126,265 to continue with this project. Available project funds would be used as needed to support this planning approach. Additional funds will be requested if needed.

ENCLOSED DOCUMENTS:

Attachment 1: Land Acquisition Map
Attachment 2: DPWES Planning Schedule

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Carl Bouchard, Director, Storm Water Planning Division (DPW&ES)
Lynn S. Tadlock, Director, Planning & Development Division
Cindy Messinger, Interim Director, Resource Management Division
Heather Melchior, Manager, Natural Resource Management and Protection
Kirk Holley, Manager, Park Planning Branch
John Pitts, Manager, Special Projects Branch
Mark Holsteen, Project Manager

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INFORMATION - 3

FY 2004 Mid-Year Update - Fund 370, Park Authority Bond Construction

The Park Authority had a total of \$75 million in authorized bond sales for parkland acquisition and development from the 1998 Bond Program. To date, all \$75 million of the 1998 Bond Program has been appropriated. In addition voters approved a \$20 million Park Authority Bond Referendum on November 5, 2002. As part of the FY 2003 Third Quarter approval the Park Authority received an appropriation of \$5 million for Land Acquisition and \$5 million for Park Development resulting in a total of \$10 million from the Fall 2002 Bond Program. As part of the FY 2004 Adopted Budget the remaining \$10 million of the 2002 Bond Program for Land Acquisition was appropriated. Therefore, the full complement of \$75 million from the 1998 Bond Program and \$20 million from the 2002 Bond Program has been appropriated.

The FY 2004 appropriation for Fund 370, Park Authority Bond Construction is \$53,686,933. As of December 30, 2003, FY 2004 expenditures total \$14,066,749, and encumbrances/reservations total \$12,523,389 resulting in an available balance of \$27,096,795 associated with Fund 370, Park Authority Bond Construction.

Attached are updates of Fund 370, Park Authority Bond Construction relating to the funding categories and Board reallocations to date, as well as the budgets, expenditures, encumbrances and remaining balances for each park activity listed under the major funding categories.

(This item was reviewed by the Planning and Development Committee on March 3, 2004, and approved for submission to the Park Authority Board.)

FISCAL IMPACT:

The FY 2004 appropriation for Fund 370, Park Authority Bond Construction is \$53,686,933. Based on expenditures and encumbrances through December 31, 2003, the available balance is \$27,096,795.

ENCLOSED DOCUMENTS:

Attachment 1: FY 2004 Mid-Year Update - Fund 370, Park Authority Bond Construction

(NOTE: The attachment was previously distributed in the March 3, 2004, Planning and Development Committee package)

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STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning and Development Division

Thaddeus Zavora, Manager, Financial Planning Branch

Michael Baird, Management Analyst, Financial Planning Branch

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INFORMATION - 4

FY 2004 Mid-Year Update - Fund 371, Park Capital Improvement Fund

As a result of Carryover the FY 2004 appropriation of Fund 371, Park Capital Improvement Fund, is \$24,240,321. These funds are utilized for projects listed in Fund 371, Park Capital Improvement Fund, and include those activities associated with the improvement fund such as easement administration, proffer development, park rental building repairs, improvements to revenue generating facilities, grants, and park improvements made possible as a result of lease payments on park sites.

The FY 2004 Carryover appropriation for Fund 371, Park Capital Improvement Fund, is \$24,240,321. The appropriation includes \$13,800,000 for Laurel Hill Golf Course and \$3,362,382 for Proffers. As of December 31, 2003, FY 2004 expenditures total \$1,685,535, and encumbrances/reservations total \$1,295,223 resulting in an available balance of \$21,259,563 associated with Fund 371, Park Capital Improvement Fund.

Attached are updates of Fund 371, Park Capital Improvement Fund, relating to the funding categories and a description of how the funds are to be utilized.

FISCAL IMPACT:

The FY 2004 appropriation for Fund 371, Park Capital Improvement Fund, as a result of Carryover is \$24,240,321.

ENCLOSED DOCUMENTS:

Attachment 1: FY 2004 Mid-Year Update - Fund 371, Park Capital Improvement Fund
(NOTE: The attachment was previously distributed in the March 3, 2004, Planning and Development Committee package)

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Lynn S. Tadlock, Director, Planning and Development Division
Thaddeus Zavora, Manager, Financial Planning Branch
Michael Baird, Management Analyst, Financial Planning Branch